



The City of Morro Bay
is recruiting
Deputy City Manager
(this position may be upgraded to Assistant City
Manager depending on candidate qualifications.)

*Seeking
Professional Growth*

Visionary

*Loves
Collaboration*

Energetic

*Serious About
Customer Service*

*Committed to
Public Service*

*Creative
Thinker*

*Thrives on
Teamwork*

*Skilled
Communicator*

*Committed
To Transparency*

Application Period Closes July 8, 2016.

The Best Place

Morro Bay, one of seven friendly cities in San Luis Obispo (SLO) County, sits on the amazing Central Coast of California. This is a fantastic place to live and work: miles of uncrowded beaches for running and walking, gorgeous hills for biking and hiking, watersports of all kinds from surfing to paddle boarding to kayaking to sailing and fishing. Fresh local fish and produce year-round, excellent arts and entertainment centered around Cal Poly and SLO, great community college . . . No traffic. Live in your choice of climates: coastal Morro Bay / Cayucos / Los Osos, Mediterranean San Luis Obispo, or amongst 150+ world-class wineries in warm and wonderful “north county” (Paso Robles / Atascadero) all 25 minutes or less to work.



The City

Morro Bay is a wonderful 10,000-person community, a full-service city in the midst of a measured revitalization effort to put the City on excellent fiscal footing as we enter our second 50 years. Niche, eco-friendly businesses are relocating here, home grown software businesses are seeking to stay in the city, the Morro Bay Oyster Company is expanding, the 100 bay-front and ocean-front acres of the now-idle power plant the city grew up around will soon be redeveloped. We are thankful for the many folks who have moved to Morro Bay to retire. We are equally excited about the many opportunities for young people and young families to grow and thrive in this friendly, eclectic, small-town with a perfect environment we intend to keep wonderful for generations to come.



City Government

The City of Morro Bay enjoys its Council-Manager form of government - with thoughtful elected officials who are responsive to an engaged citizenry, and a small, professional staff that takes pride in getting things done to make this a great place to live, work and visit. There is a lot to be done and the City's leaders value hard work in a collaborative, relaxed, team-oriented atmosphere.

The Deputy City Manager (DCM) is departing for a similar position in his hometown and the Administrative Services (Finance) Director is retiring at the end of this year. The City Manager is hiring two department heads, DCM and Finance, either of whom may also be, but not necessarily will be, the Assistant City Manager with some level of additional authority in relation to the other department heads.



The Deputy City Manager

Our new Deputy City Manager (DCM) will be a crucial member of the City Manager's executive team. The previous DCM had broad and significant responsibilities in the areas of Economic Development (including Tourism) and Public Engagement, provided oversight to IT, and also supervised the Recreation Services Division. Ideally, our new DCM will possess the skills and management expertise to perform similarly.

Economic development and revitalization is crucial for our city and thus those interpersonal business recruitment, retention and expansion skills are essential. The DCM supervises the Tourism Manager / Division as part of Economic Development. Public engagement is also critically important – crafting and executing the city's listening and speaking functions including social media, traditional media, and other communication tools. The ideal candidate will have the knowledge and skills to supervise a 1-person IT services division. Any candidate must be able to provide oversight for our recreation division.



Some Position Details

- Serve as a critical Department Head on the City's eight-person executive team.
- Work closely, daily, with the City Manager on a wide variety of City operations.
- Participate in all aspects of City decision making. Develop candidate's City Manager skills/potential.
- Continue the City's economic development and revitalization efforts – a business / people person.
- Work across the City staff to help businesses clear hurdles to expansion and growth.
- Supervise tourism marketing and promotion as a crucial leg in the City's economic development stool.
- Team with City Manager to attract new business to the City. Engage creatively. Think big and execute.
- Oversee all aspects of the City's communication with residents, and local / regional partners.
- Be easily conversant with technology, use social media and traditional forms to communicate.
- Complete the City's IT transformation. Have enough knowledge to adequately supervise IT services.
- Liaison / envoy to a wide variety of civic organizations including key relationship with the Chamber.
- Draft policy and agreements, ensure the City's website is up to date, approve invoices and payroll , maintain strong relationships with supervised staff.
- Provide oversight to a reorganized and growing recreation services division. Give them vision.



Hiring Process

Our current Deputy City Manager is, sadly, leaving after only a year to accept a similar position in his hometown. He completed an amazing amount of work in that year, and the City has tons of DCM work to be done. Bringing on an awesome new DCM ASAP is a top priority.

- July 8: Applications Due / Initial Review
- July 14-15: Skype Interviews with top national candidates.
- July 28-29: Final Interviews, Morro Bay, CA
- NLT Aug 5: Candidate Selected / Announced
- First day of work as soon as possible following selection. Not later than Sep 12, or sooner.

National candidates are encouraged.

FLSA Exempt Position. Equal Opportunity Employer



Compensation

The City is offering a competitive compensation and benefits package, including:

- Salary Range: ~\$117,000 - \$153,000. 1st time Director should expect to start at / near lowest step.
- CA Retirement System: 2%@60 if 'classic' member, 2%@62 if a 'new' member, as defined by PEPR.
- Health: City pays around 80% of total family PERS medical insurance depending on plan selected.
- Dental, Vision, Disability: City provides complete vision / dental coverage and pays long term disability.
- Vacation: 10 to 20 days depending on years of service. 13 paid holidays. 12 Days sick leave. 10 Admin.
- Life Insurance: \$50,000 policy paid for by City.
- Deferred Compensation: 457 Deferred Compensation plans available with employer contribution.
- Four months severance.
- City participates only in the Medicare portion of Social Security.

How to Apply

We are looking for a creative public administration professional who has great communication skills and can operate in a fast-paced, 21st century environment.

It is your job to convince us to interview you, then hire you. Resume, cover letter, work samples, links, other demonstrations of competence and success - whatever you want to send, and how it all fits together . . . convince us to hire you.

City Manager email is: dbuckingham@morrobayca.gov

Always cc our HR Manager: lgoforth@morrobayca.gov

Don't direct administrative questions to the City Manager, but send final application package to both CM and HR.

July 9th is too late.

